

TO: Chairman and Members

DATE: November 8, 2012

**SUBJECT: Executive Steering Committee and Timeline for the
Residential Substance Abuse Treatment for State Prisoners Program**

AGENDA ITEM: K

RESOURCE PERSON: Colleen Stoner

**ACTION: X
INFORMATION:**

Summary:

This agenda item requests permission to create an Executive Steering Committee (ESC) that will oversee the development of a Request for Proposal (RFP) using Residential Substance Abuse Treatment for State Prisoners (RSAT) Program funds.

Background:

The Board of State and Community Corrections (BSCC) is the Designated State Administrative (DSA) agency for the RSAT Program, federally funded through the Bureau of Justice Assistance (BJA). The RSAT Program assists states and local governments in developing and implementing substance abuse treatment programs in state, local, and tribal correctional and detention facilities, and supports efforts to create and maintain community-based aftercare services for offenders. Historically, the California RSAT Program has funded state and local detention facilities to provide in-custody treatment services with a minimal aftercare component requirement placed on the grantees. Awards are made in the federal fiscal year of the appropriation and may be expended during the following 3 years. The BSCC received notification from BJA of the 2012 RSAT Program award on August 14, 2012.

Approximately \$741,710 is available in RSAT funding to be awarded to subrecipients through a competitive bid process

RFP Activities and Timeline:

Below is a proposed tentative timeline of activities necessary to administer a competitive RFP for the RSAT Program.

ACTIVITY	TENTATIVE TIMELINE
Present ESC agenda item to BSCC	11/8/12
ESC to complete the development of the proposal requirements/evaluation criteria	1/30/13
BSCC staff to complete the development of the draft RFP based on ESC recommendations	2/20/13
Draft RFP emailed to ESC	2/20/13
ESC to review and edit draft application	2/27/13
BSCC staff to finalize RFP based on ESC edits	3/1/13
Final RFP sent to ESC members	3/4/13
Present the RFP for BSCC approval	March 2013 Meeting
Release of RFP to the field	3/8/13
RFP due to BSCC	5/5/13
BSCC staff technical review of proposals completed	5/15/13
RFP and rating material mailed to ESC	5/17/12
ESC rating of proposals completed	6/13/12
ESC convened to finalize rating	6/20/13
Present funding recommendations to the BSCC	July 2013 Meeting
Begin contract development process	7/12/13
Project period begins	7/20/13
Project directors meeting	7/24/13
Project period ends	6/30/15

Recommended Action Needed:

BSCC staff requests approval to utilize approximately \$741,740 in RSAT funds to support developing and implementing substance abuse treatment programs statewide. Additionally, staff is recommending that the BSCC:

1. Authorize an ESC to oversee the development and release of the RFP;
2. Appoint a BSCC member as Chair of the ESC;
3. Direct staff to work with the Chair to assemble and convene an ESC of subject matter experts; and
4. Approve the activities and tentative timeline associated with the RFP for the project.

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